

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Enclosures

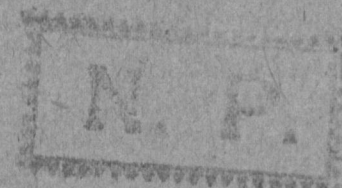
1910.

Regd.

Spare copies

10

G.O., No. 359, 21st June 1910.



Reports and returns.

Communicating to the Director of Public Instruction, the Commissioner for Government Examinations, the Superintendent, Government Museum, and the Registrar of the University of Madras the revised statement of periodical — and budget estimates to be submitted to this department.

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

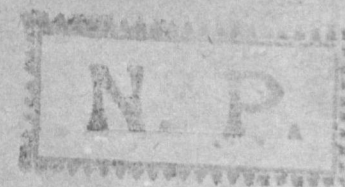
Regd.

1910.

Enclosures

Spare copies

G.O., No. 359, 21st June 1910.



Reports and returns.

Communicating to the Director of Public Instruction, the Commissioner for Government Examinations, the Superintendent, Government Museum, and the Registrar of the University of Madras the revised statement of periodical — and budget estimates to be submitted to this department.

GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers :—

I

G.O., No. 331, Educational, dated 17th June 1901.

ABSTRACT.—Communicating to the Director of Public Instruction, the Commissioner for Government Examinations, and the Superintendent, Government Museum, for information and guidance, a revised statement of periodical reports and budget estimates to be submitted to the Educational Department.

II

G.O., No. 597, Financial, dated 21st September 1903.

ABSTRACT.—Informing the Accountant-General that there were no loans raised under the guarantee of the Government by Native States, local authorities and other public bodies during the year 1902-1903, and stating that arrangements will be made to furnish the Accountant-General not later than the 10th August in each year with the information indicated by the Government of India regarding loans raised under the guarantee of the Government by Native States, local authorities and other public bodies.

III

G.O., No. 478, Educational, dated 6th August 1904.

ABSTRACT.—Approving the proposal of the Director of Public Instruction for altering the date of submission of the report on the working of the Lawrence Asylum, Ootacamund, from 31st May to 30th June.

IV

G.O., No. 445, Educational, dated 23rd June 1906.

ABSTRACT.—Recording the resolution of the Government of India fixing the 1st of July in each year as the latest date on which the report on Reformatory Schools should be submitted to that Government by local Governments and administrations.

V

G.O., No. 448, Financial, dated 19th July 1906.

ABSTRACT.—Directing that the budget estimates of receipts and charges in the Civil department classified under Imperial and Provincial heads and of Incorporated Local funds under the control of the Board of Revenue shall for the future be submitted through the Accountant-General to Government and specifying the dates on which the estimates are due in the Accountant-General's office and with Government.

VI

G.O., No. 155, Educational, dated 20th March 1907.

ABSTRACT.—Recording the budget estimates of the Lawrence Asylum Press for 1907 and approving the proposal of the Agents to the Trustees that the budget should, for the future, be submitted to Government on the 1st November of each year.

VII

G.O., No. 300, Educational, dated 25th April 1908.

ABSTRACT.—Sanctioning the continuance of the fixed grant of Rs. 5,000 *per annum* to the Anjuman-i-Mufid-i-Ahla-i-Islam for a further period of three years.

VIII

G.O., No. 325, Educational, dated 2nd May 1908.

ABSTRACT.—Informing the Director of Public Instruction that the Government of India have altered the date prescribed for the submission to them of the annual report on books and publications from 15th of March to the 15th of June and requesting him to submit the report in future to this Government by the 1st of May at the latest.

IX

G.O., No. 392, Educational, dated 2nd July 1909.

ABSTRACT.—Fixing certain dates for the submission by the Director of Public Instruction of his recommendations in regard to the nominations for the State Technical scholarships, the scholarship for Europeans and Eurasians and the scholarships for the study of Sanskrit and Arabic.

X

G.O., No. 499, Educational, dated 27th August 1909.

ABSTRACT.—Directing the publication in the *Fort St. George Gazette* of a notification embodying a modified scheme for the administration of the Victoria Jubilee Hostel, Kumbakonam.

XI

G.O., No. 323, Educational, dated 6th June 1910.

ABSTRACT.—Directing the discontinuance of the submission of certain annual administration reports and returns and making them triennial or quinquennial and addressing the Government of India on the subject.

Order—No. 359, Educational, dated 21st June 1910.

The annexed statement of periodical reports and returns and budget estimates to be submitted to the Educational Department will be communicated for information and guidance to the Director of Public Instruction, the Commissioner for Government Examinations, the Superintendent, Government Museum, and the Registrar of the University of Madras.

(True Extract.)

L. M. WYNCH,
Ag. Secretary to Government.

To the Director of Public Instruction.
" Commissioner for Government Examinations.
" Superintendent, Government Museum.
" Registrar, University of Madras.
" Accountant-General.
" Financial Department.

ANNEXURE.

PERIODICAL Reports and Budget Estimates submitted to Government.
Educational Department.

When due.	Name of report or budget.	By whom sent.	For what period.	Orders under which submitted.	Date on which due with the Government of India or the Accountant-General.
28th February ..	Catalogue of works registered under Act XXV of 1867* ..	Director of Public Instruction.	For the fourth quarter of the previous calendar year.	No. 328, dated 16th May 1893.	
1st March ..	Budget estimate of the Lawrence Asylum, Ootacamund ..	Do.	For the ensuing official year ..	No. 264, dated 23rd March 1892.	31st March. †
1st ..	Nomination of a candidate for the Scholarship for Europeans and Eurasians.	Do.		No. 392, dated 2nd July 1909 ..	
15th ..	Nomination of two candidates for the Sanskrit and Arabic Scholarships ..	Do.		Do.	31st " †
1st May ..	Report on publications registered under Act XXV of 1867 ..	Do.	For the previous calendar year ..	No. 325, dated 2nd May 1908 ..	15th June. †
1st ..	Report on the working of the Reformatory School.	Do.	Do.	No. 264, dated 23rd March 1892, and No. 445, dated 23rd June 1906.	1st July. †
15th ..	Report on the working of the College of Engineering ..	Do.	Do.	No. 264, dated 23rd March 1892.	
15th ..	Report on the working of first-grade colleges ..	Do.	Do.	No. 331, dated 17th June 1901.	
15th ..	Report on the working of the Law College ..	Do.	Do.	Do.	
15th ..	Report on the working of the Victoria Jubilee Hostel, Kumbakonam.	Do.	Do.	No. 499, dated 27th August 1909.	
31st ..	Catalogue of work registered under Act XXV of 1867* ..	Do.	For the first quarter of the current calendar year.	No. 328, dated 16th May 1893.	
1st June ..	Report on the working of the Oriental Manuscripts Library ..	Do.	Once in every three years (for official years).	No. 1264, dated 23rd March 1892, and G.O., No. 323, dated 6th June 1910.	
15th ..	Report on the working of the Teachers' College ..	Do.	For the previous calendar year ..	No. 331, dated 17th June 1901.	
30th ..	Report on the working of the Text-book Committee ..	Do.	Once in every five years (for official years).	No. 331, dated 17th June 1901, and G.O., No. 323, dated 6th June 1910.	
10th July ..	Report on the working of the Lawrence Asylum Press.	Do.	For the previous calendar year ..	Do.	15th July. †
10th ..	Statement of loan raised by the University of Madras ..	Registrar, Madras University.	For the current official year ..	No. 478, dated 6th August 1904. No. 597, Financial, dated 21st September 1902, and Memo. No. 3339-A, Financial, dated 21st September 1903.	
10th ..	Report on the working of the Government Museum ..	Superintendent, Government Museum.	For the previous official year ..	No. 224, Revenue, dated 7th March 1892.	
1st August ..	Report on the working of the School of Arts ..	Director of Public Instruction.	For the previous official year ..	No. 331, dated 17th June 1901.	
1st ..	Report on the working of the Medical College ..	Do.	For the previous official year ..	No. 264, dated 23rd March 1892 ..	1st September. †
10th ..	Report on Government Examinations ..	Commissioner for Government Examinations.	Do.	Do.	
31st ..	Catalogue of works registered under Act XXV of 1867* ..	Director of Public Instruction.	For the second quarter of the current calendar year.	No. 328, dated 16th May 1893.	

* To be forwarded to the Secretary of State.

† Date on which due with the Government of India.

‡ Date on which due with the Financial Department.

Periodical Reports and Budget Estimates submitted to Government—cont.
Educational Department—cont.

When due.	Name of report or budget.	By whom sent.	For what period.	Orders under which submitted.	Date on which due with the Government of India or the Accountant-General.
15th September ..	Report on the working of the Anjuman-i-Mufid-i-Ahla-i-Islam.	Director of Public Instruction.	For the previous official year ..	No. 300, dated 25th April 1908.	15th September ‡
20th November ..	Budget estimate of charges—Government examinations ..	Commissioner for Government Examinations, through the Accountant-General.	For the ensuing official year ..	No. 448, Financial, dated 19th July 1906.	
20th ..	Budget estimate of receipts—Medical Schools and College ..	Director of Public Instruction, through the Accountant-General.	Do.	Memorandum No. 3177-2, Financial, dated 13th September 1909.	15th " ‡
15th ..	Budget estimate of receipts—Government examinations ..	Commissioner for Government Examinations, through the Accountant-General.	Do.	Memorandum No. 3177-2, Financial, dated 13th September 1909.	10th October. †
15th ..	Budget estimate of receipts—Old College Park ..	Director of Public Instruction, through the Accountant-General.	Do.	Do.	10th " ‡
15th October ..	Report on Public Instruction* ..	Do.	For the previous official year ..	No. 264, dated 23rd March 1892 ..	15th November. ‡
15th September ..	Budget estimate of receipts—Education ..	Do.	For the ensuing official year ..	Memorandum No. 3177-2, Financial, dated 13th September 1909.	10th September ‡
1st November ..	Budget estimate of the Lawrence Asylum Press ..	Do.	For the ensuing calendar year ..	No. 126, dated 20th March 1907 ..	5th October ‡
25th October ..	Budget estimate of charges—Education ..	Do.	For the ensuing official year ..	Memorandum No. 3177-2, Financial, dated 13th September 1909.	15th " ‡
30th ..	Do. do. —Medical Schools and College ..	Do.	Do.	Do.	5th " ‡
20th ..	Budget estimate of charges—Printing—Printing at private presses—Education.	Commissioner for Government Examinations, through the Accountant-General.	Do.	Do.	5th " ‡
20th ..	Budget estimate of charges—Printing—Printing at private presses—Government Examinations.	Director of Public Instruction, through the Accountant-General.	Do.	Do.	15th September ‡
20th November ..	Budget estimate of charges—Old College Park, Madras ..	Commissioner for Government Examinations, through the Accountant-General.	Do.	Do.	15th " ‡
20th ..	Budget estimate of refunds—Government Examinations ..	Commissioner for Government Examinations, through the Accountant-General.	Do.	Do.	15th " ‡
20th ..	Budget estimate of charges—Government Museum ..	Superintendent, Government Museum.	Do.	Do.	15th " ‡
30th ..	Catalogue of works registered under Act XXV of 1867* ..	Director of Public Instruction.	For the third quarter of the current calendar year.	No. 328, dated 16th May 1893.	

* Once in five years a quinquennial report should be submitted. The first quinquennial report was for the period covering the years 1892-93 to 1896-97—see G.O., No. 663, Educational, dated 2nd August 1896.

† To be forwarded to the Secretary of State.

‡ Date on which due with the Accountant-General.

§ Date on which due with the Government of India. The review by the Local Government is due with the Government of India on the 1st December.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 359, EDUCATIONAL,
DATED 21st JUNE 1910.

[SUBJECT.—*Statement of periodical reports, returns and budget estimates to be submitted to the Educational department.*]

A statement of periodical reports and returns and budget estimates to be submitted to this department was last issued in the year 1901 with G.O., No. 331, Educational, dated 17th June 1901.

2. Since then the dates fixed for the submission of some of the reports have been altered and some new reports have been prescribed. These alterations and additions have been carried out in the statement issued with G.O., No. 331, Educational, dated 17th June 1901, and it has been brought up to date. This revised statement may, it is submitted, be now communicated to the officers concerned for information and guidance. The Financial department, it is understood, are to issue orders altering the dates for the submission of budget estimates having regard to the new budget procedure. The draft may, therefore, be sent to that department for acceptance before issue.

C.R.V.—25-5-10.

T.K.—26-5-10.

K. RANGASWAMI AIYANGAR—27-5-10.

S. H. SLATER—27-5-10.

To the Financial Department.

FINANCIAL DEPARTMENT.

The question of altering the dates of the submission of budgets has been taken up and will be submitted for orders on Thursday next. As that question has to be decided only after consulting the Accountant-General and departments of the Secretariat, the decision thereon need not be awaited in the present case.

2. The draft order may be accepted in Financial.

A. HANUMANTHA RAO—6-6-10.

C. REILLY—18-6-10.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

Issue.

L. M. WYNCH—21-6-10.

[G.O., No. 359, Educational, dated 21st June 1910.]

Read again G.O.No. 331, Educational, dated 17th June 1901.

O	"	"	597, Financial,	"	21st September 1903.
J	"	"	478, Educational,	"	6th August 1904.
N	"	"	445, "	"	23rd June 1906.
C	"	"	448, Financial,	"	19th July 1906.
Z	"	"	155, Educational,	"	20th March 1907.
M	"	"	300, "	"	25th April 1908.
G	"	"	325, "	"	2nd May 1908.
A	"	"	392, "	"	2nd July 1909.
D	"	"	499, "	"	27th August 1909.

ORDER:-
P. S.

No 359 of 21. 6. 10

The annexed statement of periodicals reports and returns and budget estimates to be submitted to the Educational Department will be communicated for information and guidance to the Director of Public Instruction, the Commissioner for Government Examinations, the Superintendent, Government Museum, and the Registrar of the University of Madras.

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To

- The Director of Public Instruction.
- " Commissioner for Government Examinations.
- " Superintendent, Government Museum.
- " Registrar, University of Madras.
- " Accountant General.
- " Financial Department.

16/7/10

Annexure

ANNEXURE.
Periodical Reports and Budget Estimates submitted to Government.
Educational Department.

When due.	Name of report or budget.	By whom sent.	For what period.	Orders under which submitted.	Date on which due with the Government of India or the Accountant-General.
23rd February ..	Catalogue of works registered under Act XXV of 1867 ..	Director of Public Instruction.	For the fourth quarter of the previous calendar year.	No. 328, dated 16th May 1893.	31st March. †
1st March ..	Budget estimate of the Lawrence Asylum, Ootacamund ..	Do.	For the ensuing official year ..	No. 264, dated 23rd March 1892.	15th April. †
1st " ..	Nomination of a candidate for the Scholarship for Europeans and Eurasians.	Do.	...	No. 392, dated 2nd July 1909.	31st March. †
10th " ..	Nomination of one or more candidates for the State Technical Scholarship.	Do.	...	Do.	15th April. †
15th " ..	Nomination of two candidates for the Sanskrit and Arabic Scholarships.	Do.	...	Do.	31st March. †
1st May ..	Report on publications registered under Act XXV of 1867 ..	Do.	For the previous calendar year ..	No. 325, dated 2nd May 1908.	15th June. †
1st " ..	Report on the working of the Reformatory School ..	Do.	Do.	No. 264, dated 23rd March 1892.	15th June. †
1st " ..	Report on the working of the Victoria Technical Institute ..	Do.	Do.	No. 446, dated 23rd June 1909.	15th June. †
15th " ..	Report on the working of the College of Engineering ..	Do.	Do.	No. 644, dated 15th September 1893.	15th June. †
15th " ..	Report on the working of First-grade Colleges ..	Do.	Do.	No. 264, dated 23rd March 1892.	15th June. †
15th " ..	Report on the working of Law College ..	Do.	Do.	No. 331, dated 17th June 1901.	15th June. †
15th " ..	Report on the working of the Victoria Jubilee Hostel, Kumbakonam.	Do.	Do.	Do.	15th June. †
31st " ..	Catalogue of work registered under Act XXV of 1867 ..	Do.	For the first quarter of the current calendar year.	No. 499, dated 27th August 1909.	15th June. †
1st June ..	Report on the working of the Oriental Manuscripts Library ..	Do.	For the previous official year ..	No. 328, dated 16th May 1893.	15th June. †
15th " ..	Report on the working of the Teachers' College ..	Do.	For the previous official year ..	No. 264, dated 23rd March 1892.	15th June. †
15th " ..	Report on the working of the Text-book Committee ..	Do.	For the previous official year ..	No. 331, dated 17th June 1901.	15th June. †
15th " ..	Report on the working of the Lawrence Asylum Press ..	Do.	For the previous official year ..	Do.	15th June. †
20th " ..	Report on the working of Lawrence Asylum, Ootacamund ..	Do.	For the previous official year ..	Do.	15th June. †
20th " ..	Statement of loan raised by the University of Madras ..	Registrar, Madras University.	For the previous official year ..	No. 478, dated 6th August 1904.	15th June. †
10th " ..	Report on the working of the Government Museum ..	Superintendent, Government Museum.	For the current official year ..	No. 597, Financial, dated 21st September 1903.	15th July. †
1st August ..	Report on the working of the School of Arts ..	Director of Public Instruction.	For the previous official year ..	No. 244, Revenue, dated 7th March 1893.	15th July. †
1st " ..	Report on the working of the Medical College ..	Do.	For the previous official year ..	No. 331, dated 17th June 1901.	15th July. †
10th " ..	Report on Government Examinations ..	Commissioner for Government Examinations.	For the previous official year ..	No. 264, dated 23rd March 1892 ..	15th July. †
31st " ..	Catalogue of works registered under Act XXV of 1867 ..	Director of Public Instruction.	For the second quarter of the current calendar year.	Do.	1st September. †
15th September ..	Report on the working of the Anjuman-i-muadd-i-ahli-i-Islam.	Do.	For the previous official year ..	No. 328, dated 16th May 1893.	1st September. †
15th " ..	Report on the working of the Anjuman-i-muadd-i-ahli-i-Islam.	Do.	For the previous official year ..	No. 300, dated 25th April 1908.	1st September. †

* To be forwarded to the Secretary of State.

† Date on which due with the Government of India.

‡ Date on which due with the Financial Department.

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16-2

28-2

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X

**Periodical Reports and Budget Estimates submitted to Government—cont.
Educational Department—cont.**

When due.	Name of report or budget.	By whom sent.	For what period.	Orders under which submitted.	Date on which due with the Government of India or the Accountant-General.
20th November	Budget estimate of charges—Government Examinations	Commissioner for Government Examinations, through the Accountant-General.	For the ensuing official year	No. 448, Financial, dated 19th July 1906.	15th September.†
15th September	Budget estimate of receipts—Medical Schools and College	Director of Public Instruction through the Accountant-General.	Do.	Memo No. 3177-2, dated 13-9-09.	15th September.†
15th October	Budget estimate of receipts—Government Examinations	Commissioner for Government Examinations, through the Accountant-General.	Do.	Memo No. 3177-2, dated 13-9-09.	10th October.†
15th "	Budget estimate of receipts—Old College Park	Director of Public Instruction, through the Accountant-General.	Do.	Do.	10th " †
15th October	Report on Public Instruction	Do.	For the previous official year	No. 264, dated 23rd March 1892.	15th November.†
15th September	Budget estimate of receipts—Education	Do.	For the ensuing official year	Memo No. 3177-2, dated 13-9-09.	10th October.†
1st November	Budget estimate of the Lawrence Asylum Press	Do.	For the ensuing calendar year	No. 155, dated 20th March 1907.	15th September.†
25th October	Budget estimate of charges—Education	Do.	For the ensuing official year	No. 448, Financial, dated 13th July 1906.	10th October.†
25th "	Do. — Medical Schools and College	Do.	Do.	Do.	15th October.†
25th "	Budget estimate of charges—Printing—Printing at private presses—Education.	Do.	Do.	Do.	15th " †
25th "	Budget estimate of charges—Government Examinations	Commissioner for Government Examinations, through the Accountant-General.	Do.	Do.	15th " †
20th November	Do. of charges—Old College Park, Madras	Director of Public Instruction, through the Accountant-General.	Do.	Do.	15th September.†
25th "	Do.	Commissioner for Government Examinations, through the Accountant-General.	Do.	Do.	15th " †
25th "	Refunds—Government Examinations	Commissioner for Government Examinations, through the Accountant-General.	Do.	Do.	15th " †
25th "	Budget estimate of charges—Government Museum	Superintendent, Government Museum.	Do.	Do.	15th " †
30th "	Catalogue of works registered under Act XIV of 1867 †	Director of Public Instruction.	For the third quarter of the current calendar year.	No. 328, dated 16th May 1893.	15th " †

* Once in five years a quinquennial report should be submitted. The first quinquennial report was for the period covering the years 1872-93 to 1896-97—see G.O., No. 663, Educational, dated 2nd August 1895.

† To be forwarded to the Secretary of State.

‡ Date on which due with the Accountant-General.

§ Date on which due with the Government of India.

The review by the Local Government is due with the Government of India on the 1st December.

EDUCATIONAL
DEPARTMENT.

Current No., dated 190 ..

G.O., No. 359, dated 21-6-1900.

Number of MS. pages sent { Correspondence including order or orders
(b)
Notes (b¹)

Docket Reports and returns
communicating to the Director of Public
Instruction, the Commissioner for Govt. Examinations,
the Superintendent, Govt. Museum and the
Registrar of the University of Madras, the revised
Statement of periodicals and unprinted
to be submitted to this department.

Number (c) of copies required when struck off (not including
copies for volumes and editors' table which are retained
in the Press).Complete
Correspondence
and orders.

Notes

FOR RECORD.*

Madras Records	...	...	...	30	15
Ooty Records	...	...	...	3	3
For filing with original	...	...	...	7	1

Total ... 34 19

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Signature copies.

Letter only.	Complete G.O.	Special issue copies (b) of G.O.		Notes.
No.	Papers.			
India Office	...	...	...	...
Govt. of India	...	...	...	...
Public Department	...	...	...	...
Judicial Department	...	...	...	...
Financial Department	...	...	...	...
Revenue Department	...	...	...	...
Public Works Department	...	...	...	...
Local and Municipal Department	...	...	...	...
Dept.	...	...	...	...

Total ...

Spare copies.

The Director of Public Instruction	...	5	...	...
The Comr. for Govt. Examinations	...	4	...	...
The Superintendent, Govt. Museum	...	4	...	...
The Surgeon-General	...	4	...	...
The Accountant-General	...	10	...	...
The Collector of	...	...	...	...
The P. D. B.	...	...	...	...
The Registrar, Madras University	...	4	...	...
The	...	...	...	...
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The	...	...	...	...
The	...	...	...	...
Total	...	...	...	...

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b¹) For rules regarding printing of notes, see the rules in G.O., No. 1220, Public, dated 30th November 1900.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Deputy Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Deputy Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, but only the first time when they appear on the left side, the initials alone being printed later.

* Copies distributed on (Press Clerk.)

† Copies distributed on (Despatcher.)

* To be initialed and dated.

A

B

C

Please send proof in triplicate. The papers have been carefully edited.

Proof returned corrected. Please strike off and send number of copies as indicated.

As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.

Type may be released after usual interval at once.

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Clerk.

Clerk.

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Supdt.

(b) Three copies of proof of all notes should be sent for approval, except when instructions are given to the contrary.

SPECIAL INSTRUCTIONS.

Urgent

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	28/10/10 <i>LP</i>
First proof furnished on.....	29/10/10 <i>LP</i>
Call for revised proof received on.....	4/11/10 <i>LP</i>
Revised proof furnished on.....	5/11/10 <i>LP</i>
Corrected proof received for striking on.....	11/11/10 <i>LP</i>
Final copies supplied on.....	18/11/10 <i>LP</i>

Account of copies.	Complete copies.	Notes.	Issue copies.
Supplied to Secretariat for Record.....	24	19	
" " " Issue.....	27		
For Volumes.....	16		
For E. T.....			
Total ...	77	19	